



STATE OF ARKANSAS
**Department of Finance
and Administration**

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MEMORANDUM

TO: All State Agencies, Boards and Commissions,
and Institutions of Higher Education

FROM: Richard A. Weiss, Director

SUBJECT: Rate of Mileage Reimbursement for Use of Privately-Owned
Motor Vehicles on Official Business of the State

DATE: July 31, 2006

Effective August 15, 2006, due to the increasing gas prices, the maximum authorized State rate of mileage reimbursement for the use of privately-owned motor vehicles on official business of the State will be **temporarily** increased to forty-two (42) cents per mile. Reimbursement for travel performed on or after August 15, 2006, is authorized at the new temporary rate of forty-two (42) cents per mile until further notice. Reimbursement for any travel before August 15, 2006, is authorized at the rate of thirty-nine (39) cents per mile.

The Office of Accounting will continue to monitor average gasoline prices and the reimbursement rate will be re-evaluated for possible reduction when the average gasoline price declines to \$2.00 per gallon.

It is the responsibility of the agency director to insure that their agency budget is sufficient to fund this increase in mileage reimbursement. The agency director may authorize reimbursement for the use of privately-owned automobiles at amounts less than the authorized State maximum rate if the agency budget is insufficient to fund the increase in rate.

If you have any questions, please contact the Office of Accounting at 682-1675.

RAW: bh